

**NUTRITION SERVICES DIVISION
MANAGEMENT BULLETIN**

No. 03-218

TO:	Child and Adult Care Food Program	ISSUE DATE: September 2003
ATTENTION:	Food Program Director (or Food Service Director)	
SUBJECT:	Automated Controls in Sponsors' Claims Systems	
REFERENCE:	United States Department of Agriculture Informational Memo 03-16	

This Management Bulletin provides the Office of Inspector General's recommendation to have sponsors with one hundred or more family day care homes implement specific automated controls in their computerized claims system to prevent overpayment.

Sponsors are not required to be automated or implement automated controls in their computers, but must have some type of edit check in place to ensure providers are not paid for meals before the date they are approved. This system must be made available to the California Department of Education upon request. As a reminder, sponsors must submit a site change when necessary in order to claim additional sites.

If you have any questions, please contact your nutrition services representative, the Field Services Unit at (916) 445-0850 or (800) 952-5609.

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